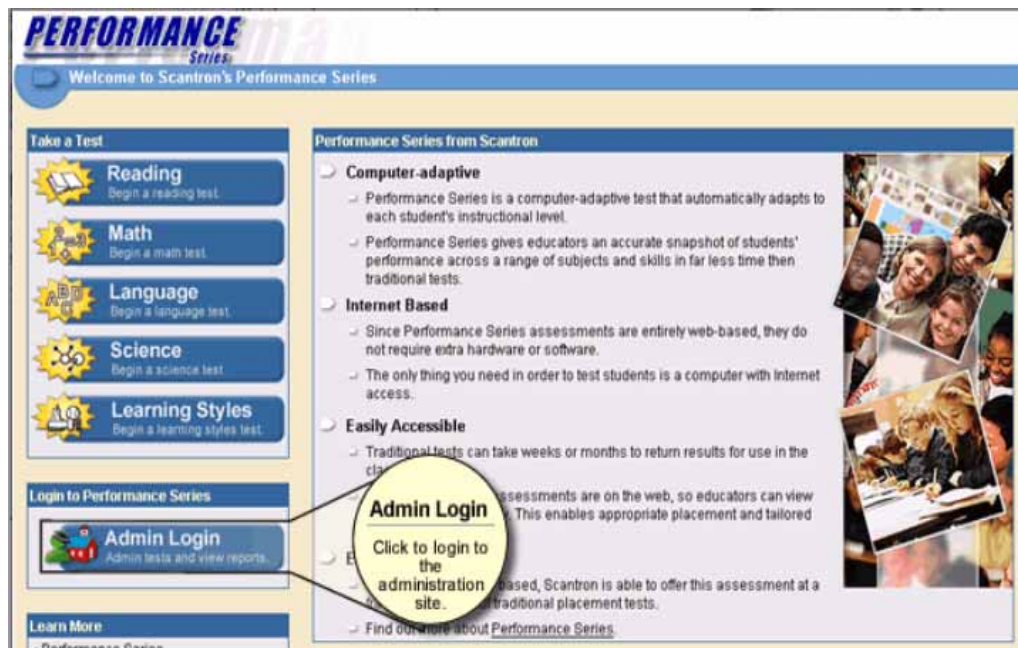



PERFORMANCE SERIES
DISTRICT DIAGNOSTIC REPORTS

Section 1: Login to Performance Series

1. Open an Internet browser, such as Windows Explorer.
2. Go to <http://www.edperformance.com/> and click the **Admin Login** button.




3. Enter the **Site ID**, **Staff ID** and **Password**. Then click **Login**.

Note: To login to a school/building from a top level location, click the  button from top right corner of the top level site home page and Select the name of the school/building to which you want to log in.



A dialog box titled "Change Location" with a yellow background. It contains a section labeled "Select a Location" with a horizontal line. Below the line, there are two selection options: "Select Training School District (15-2335-3570)" and "Select Training Elementary School (42-0445-3768)".

Section 2: Accessing the District Reports Area

1. From the Home Page, click the  (District Reports) tab.
2. To view current scores, click on Current Scores to view the Diagnostic Reports Main Page for current test scores.



A menu titled "Reports" with a blue header. Under the header, the word "Performance" is listed. Below "Performance", there are two items: "Current Scores" (highlighted in yellow) and "Archived Scores".



3. To view archived scores, click on Archived Scores to view the Diagnostic Reports Main Page for past test scores.



A menu titled "Reports" with a blue header. Under the header, the word "Performance" is listed. Below "Performance", there are two items: "Current Scores" and "Archived Scores" (highlighted in yellow).

Section 3: Diagnostic Test Summary Reports

From the District (Diagnostic) Reports Main Page, click on an underlined Summary report type to choose a subject area for the report (**All Subjects**, **Reading**, **Math**, **Language Arts**, or **Science**) and the scope of the report (**Location**, **Staff Members**, **Students**, **Courses**, **Classes**, or **Student Groups**).

Diagnostic Test Reports			
	Summary	Gains	Percentile
Scantron Elementary West 	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
Staff Members 	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
Students 	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
Courses 	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
Classes 	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
Student Groups 	<ul style="list-style-type: none"> All Subjects Reading Math 	<ul style="list-style-type: none"> Reading Math Language Arts 	<ul style="list-style-type: none"> Reading Math

PERFORMANCE SERIES
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Example 1: View a Math Summary Report broken down by location

a. Click on **Math** under the **Summary** column in the row that lists the location.

Diagnostic Test Reports

Summary

- All Subjects
- Reading
- Math**
- Language Arts
- Science

b. Click on **Export XLS** in the top left corner of the report to export the report as a spreadsheet.

Math Summary

Report Scope: Locations
Broken Down By: Location

Export XLS

Location	Grade	Item Pool	Student Count	Mean Math SS	SE of Mean Math SS	Overall SIP (%)	Number & Operations SIP (%)	Algebra SIP (%)	Geometry SIP (%)	Measurement SIP (%)	Data Analysis & Probability SIP (%)
Scanton Elementary West	Overall		240	2278							
	Grade 2	Grade 2	70	2086	22	53	54	57	65	56	40
	Grade 3	Grade 3	60	2240	26	66	60	62	53	40	47
	Grade 4	Grade 4	60	2384	21	52	57	67	50	42	30
	Grade 5	Grade 5	60	2450	26	39	39	54	47	27	25

c. Click on **PDF** in the top right corner of the report to create the report as a PDF.

Performance Report: PDF Export

Diagnostic Test Reports

South Hampton City Schools Grade 6 Grade 6

Location	Grade	Item Pool	Student Count	Mean Math SS	SE of Mean Math SS	Overall SIP (%)	Number & Operations SIP (%)	Algebra SIP (%)	Geometry SIP (%)	Measurement SIP (%)	Data Analysis & Probability SIP (%)
South Hampton City Schools	Grade 6	Grade 6	10	2562.6	(262)	35	35	38	28	33	35

PERFORMANCE SERIES
DISTRICT DIAGNOSTIC REPORTS

- d. Scroll down to the bottom of any report screen to view an explanation of the key terms used in the report.

Item Pool	Any collection of Performance Series items i.e., those aligned to state specific standards and grade levels.
Student Count	Number of students who completed a test within a given subject area.
Mean SS	Arithmetic mean of the overall Scaled Score (SS) for a group of interest.
SE of Mean SS	Standard Error of Mean Scaled Score. This is calculated by taking the standard deviation of the group and dividing it by the square root of the Student Count in that group.
SIP (%)	Standards Item Pool score. This represents the percentage of items that a student (or group of students) is expected to answer correctly. The SIP Score is based on the in Score (SS) at the student level or the Mean SS at an aggregated group level.
N/A	Not Applicable. No SIP score available for the grade level.



SIP Scores are based on Demo Math Standards . [Click here](#) for more information about this specific Curriculum Alignment Guide.

- e. When you are finished viewing the Math Summary Report, click the button.


















































Close

Example 2: View a Reading Summary Report broken down by Staff Member

- a. Click on **Reading** under the **Summary** column in the **Staff Member** row.


Diagnostic Test Reports	
	Summary
Scantron Elementary West 	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science
Staff Members 	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science

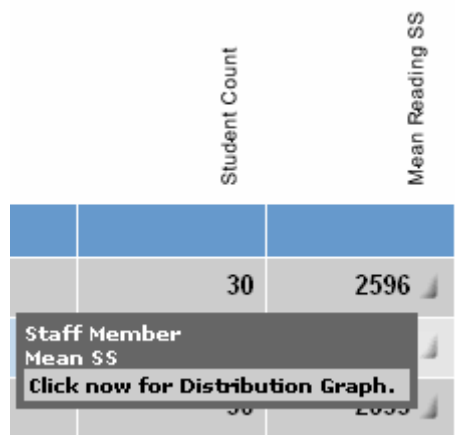
- b. Click the icon to graph the data for a row/column.

Reading Summary									
Report Scope: Staff Members Broken Down By: Staff Member							Time Frame: 7/1/8 Student Filtering:		
 Report									
			Student Count	Mean Reading SS	SE of Mean Reading SS	Reading Overall SIP (%)	Vocabulary SIP (%)	Fluency SIP (%)	Nonfiction SIP (%)
Staff +	Grade	Item Pool							
Eaton, Jean	Overall		30	2630 		 	 	 	 
	Grade 4	Grade 4	30	2630 	(46)	89	85	82	73
Eoster, Jls	Overall		30	2727 		 	 	 	 
	Grade 5	Grade 5	30	2727 	(53)	77	70	79	72
Lucante, Chael	Overall		35	2012 		 	 	 	 
	Grade 2	Grade 2	30	2001 	(91)	48	54	47	43
	Grade 3	Grade 3	5	2077 	(118)	42	47	43	30
McNulty, Daniel	Overall		35	2165 		 	 	 	 
	Grade 3	Grade 3	30	2071 	(83)	47	46	43	37
	Grade 4	Grade 4	5	2758 	(123)	68	91	89	83

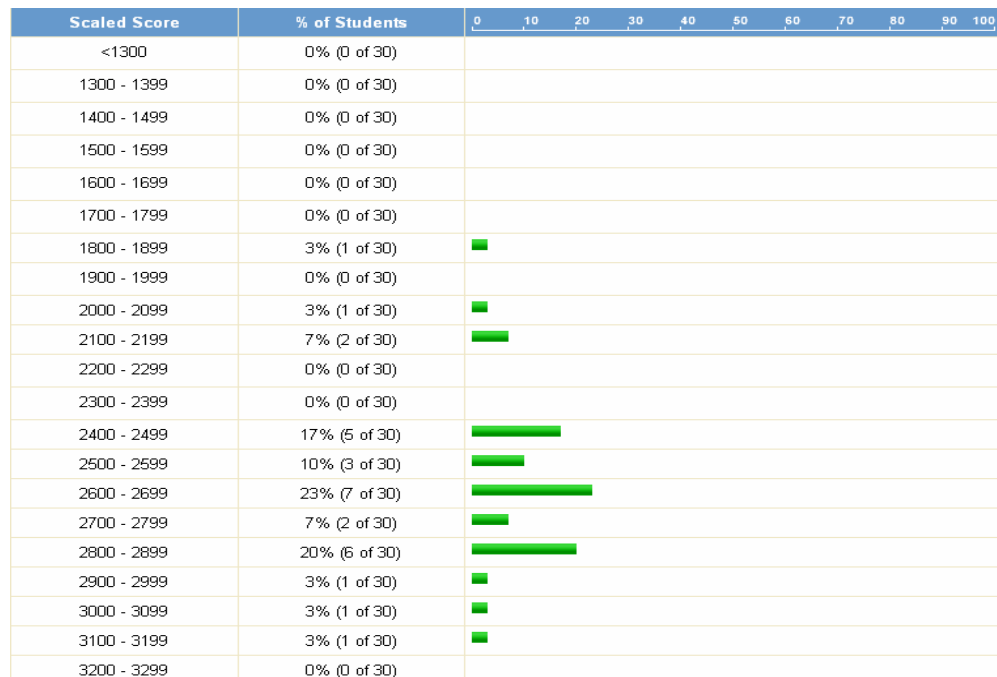
PERFORMANCE SERIES
DISTRICT DIAGNOSTIC REPORTS

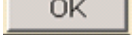
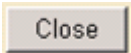
- c. Click on an underlined column header, such as [Staff](#) ▼, to sort the column in ascending or descending order.

- d. Hover over the  icon next to the Mean Scaled Score to view a distribution graph for the score.









- e. View the distribution graph which shows the percentage of students whose scores fall within each scaled score range.



- f. Click the  button to exit the distribution graph. When you are finished viewing the Reading Summary Report, click the  button.

Section 4: District Diagnostic Gains Reports


From the District (Diagnostic) Reports Main Page, click on an underlined Gains report type to choose a subject area for the report (**Reading**, **Math**, **Language Arts**, or **Science**) and the scope of the report (**Location**, **Staff Members**, **Students**, **Courses**, **Classes**, or **Student Groups**).

Diagnostic Test Reports			
	Summary	Gains	Percentile
 Scantron Elementary West	<ul style="list-style-type: none"> ■ <u>All Subjects</u> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u>
 Staff Members	<ul style="list-style-type: none"> ■ <u>All Subjects</u> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u>
 Students	<ul style="list-style-type: none"> ■ <u>All Subjects</u> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u>
 Courses	<ul style="list-style-type: none"> ■ <u>All Subjects</u> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u>
 Classes	<ul style="list-style-type: none"> ■ <u>All Subjects</u> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> ■ <u>Science</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u>
 Student Groups	<ul style="list-style-type: none"> ■ <u>All Subjects</u> ■ <u>Reading</u> ■ <u>Math</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u> ■ <u>Language Arts</u> 	<ul style="list-style-type: none"> ■ <u>Reading</u> ■ <u>Math</u>

PERFORMANCE SERIES
DISTRICT DIAGNOSTIC REPORTS

Example 1: View a Language Arts Gains Report by Students.

- a. Click on **Language Arts** under the **Gains** column in the **Students** row.

Students 	<ul style="list-style-type: none"> ■ All Subjects ■ Reading ■ Math ■ Language Arts ■ Science 	<ul style="list-style-type: none"> ■ Reading ■ Math ■ Language Arts ■ Science
--	---	---

- b. View the Gains for each student between the scaled scores in each of two testing periods. Positive differences are shown in green, such as **+217**, and negative differences are shown in red, such as **-46***. The asterisk indicates that the Scaled Score (SS) difference is not significant because it is less than the Standard Error of Measurement (SEM) for the SS difference.

c.

Language Arts Gains					
Report Scope: Students Broken Down By: Student Export XLS					
Student ▲	Testing Period 1 (4/1/04 to 6/30/04)		Testing Period 2 (4/1/04 to 6/30/04)		Gain SS Difference
	SS	SEM	SS	SEM	
ABRAHAM, CAITLYN	1819	(123)	1902	(120)	+83*
ADAMSON, VANESSA	2285	(116)	2314	(119)	+29*
ALLEN, DAVID	2226	(116)	2180	(119)	-46*
ALLEN, LYNDEE	2003	(116)	2118	(119)	+115*
ALLESEE, JORDAN	2400	(117)	2617	(116)	+217
AL-WARAQI, JOHN	2060	(112)	2248	(119)	+188
ANTOSZ, BREANNE	1773	(128)	2059	(116)	+286
ARNDT, JACQUELINE	2108	(110)	2310	(119)	+202
ATWOOD, SEAN	2078	(122)	2382	(116)	+304
AVALREZ, JULIA	2143	(114)	2227	(117)	+84*
BARBER, JOEL	2230	(119)	2459	(119)	+229

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- c. Scroll down to the bottom of the screen to change the **Time Frame**, **Student Filtering by Demographics**, or **Student Filtering by Groups**.

Time Frame	Clear	Change
Time Frame: All Dates		
Student Filtering: Demographics	Clear	Change
Demographic Filtering: All Included		
Student Filtering: Groups	Clear	Change
Group Filtering: All Included		

- d. Click the **Change** button in the blue row for the information you wish to disaggregate in the report, such as the demographic disaggregating by gender.

Gender	(Include All) Male Female
---------------	---------------------------------

- e. Click the **OK** button when you have selected the filter, and you will view a new report that shows only data according to what you have included in your filter choices.

- f. View the disaggregated data, for instance, of only male students.

Student	Testing Period 1 (4/1/04 to 6/30/04)		Testing Period 2 (4/1/04 to 6/30/04)		Gain
	SS	SEM	SS	SEM	
ALLEN, DAVID	2226	(116)	2180	(119)	-46*
AL-WARAOI, JOHN	2060	(112)	2248	(119)	+188
ANTOSZ, BREANNE	1773	(128)	2059	(116)	+286
ATWOOD, SEAN	2078	(122)	2382	(116)	+304
BARBER, JOEL	2230	(119)	2459	(119)	+229
BEGLEY, JORDAN	2156	(119)	2276	(115)	+120*
BENDER, ALEXANDER	2695	(113)	2899	(118)	+204
BETTS, ISAIAH	2320	(118)	2524	(116)	+204
BOWER, DRAKE	2049	(112)	2210	(117)	+161*

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g. Add additional filters by repeating the steps above, or click the

Clear


h. When you are finished viewing the Language Arts Gains Report, click the

Close

button.

Example 2: View a Science Gains Report by Classes.

a. Click on ☒ Science under the **Gains** column in the **Classes** row.

<p>Classes</p> 	<p><input checked="" type="checkbox"/> <u>All Subjects</u></p> <p><input checked="" type="checkbox"/> <u>Reading</u></p> <p><input checked="" type="checkbox"/> <u>Math</u></p> <p><input checked="" type="checkbox"/> <u>Language Arts</u></p> <p><input checked="" type="checkbox"/> <u>Science</u></p>	<p><input checked="" type="checkbox"/> <u>Reading</u></p> <p><input checked="" type="checkbox"/> <u>Math</u></p> <p><input checked="" type="checkbox"/> <u>Language Arts</u></p> <p><input checked="" type="checkbox"/> <u>Science</u></p>
---	---	--

b. View the Gains for each of the classes.

Science Gains						
Report Scope: Classes						
Broken Down By: Class						
 Export XLS						
Class	Student Count	Testing Period 1 (7/1/03 to 11/30/03)		Testing Period 2 (4/1/04 to 6/30/04)		Gain
		Mean SS	SE of Mean SS	Mean SS	SE of Mean SS	
Grade 2 Homeroom, Sec. 2	35	2120	(32)	2220	(32)	+100
Grade 2 Homeroom, Sec. 1	35	2148	(21)	2237	(22)	+89
Grade 2 Reading, Sec. 2	30	2137	(36)	2226	(37)	+89
Grade 2 Reading, Sec. 1	30	2160	(24)	2251	(25)	+91
Grade 3 Homeroom, Sec. 2	30	2317	(21)	2438	(22)	+121
Grade 3 Homeroom, Sec. 1	30	2288	(28)	2416	(25)	+128
Grade 3 Reading, Sec. 2	30	2265	(26)	2390	(25)	+125
Grade 3 Reading, Sec. 1	30	2235	(29)	2354	(26)	+119
Grade 4 Homeroom, Sec. 2	25	2442	(28)	2566	(27)	+124
Grade 4 Homeroom, Sec. 1	25	2424	(26)	2514	(24)	+90
Grade 4 Reading, Sec. 1	30	2419	(23)	2515	(21)	+96

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c. To view details about any class, click on the underlined name of the class.


Class ▲


Grade 2 Homeroom, Sec. 2


d. Click on any of the underlined information details to view a Class Gains report broken down by other details, such as the Students in the class.


Select Class Details


[Grade Levels](#)



[Staff Members](#)

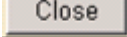

[Groups](#) (Group filtering will be removed.)


[Courses](#)


[Students](#)







d. View the Class report broken down by the Student details, for instance.

Science Gains						
Report Scope: Class: Grade 2 Homeroom; .						
Broken Down By: Student						
 Export XLS						
Student ▲	Testing Period 1 (4/1/04 to 6/30/04)		Testing Period 2 (4/1/04 to 6/30/04)		Gain	
	SS	SEM	SS	SEM	SS Difference	
ALLEN, DAVID	2075	(117)	2302	(114)	+227	
BOWER, DRAKE	2029	(118)	2177	(113)	+148*	
BUBALO, SAMANTHA	1446	(252)	1655	(221)	+209*	
CARTER III, BROOKE	2251	(114)	2310	(111)	+59*	
COLDIRON, SARAH	1997	(114)	2132	(119)	+135*	
DICUS, ANDREW	2199	(112)	2318	(110)	+119*	
FLAHERTY, JR, THOMAS	2295	(114)	2466	(114)	+171	

e. Click the  button to return to the District (Diagnostic) Main Page.


Section 5: District Diagnostic Percentile Reports

From the District (Diagnostic) Reports Main Page, click on an underlined Percentile report type to choose a subject area for the report (**Reading** or **Math**), and the scope of the report (**Location**, **Staff Members**, **Students**, **Courses**, **Classes**, or **Student Groups**).

Diagnostic Test Reports			
	Summary	Gains	Percentile
 Scantron Elementary West	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
 Staff Members	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
 Students	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
 Courses	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
 Classes	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
 Student Groups	<ul style="list-style-type: none"> All Subjects Reading Math 	<ul style="list-style-type: none"> Reading Math Language Arts 	<ul style="list-style-type: none"> Reading Math

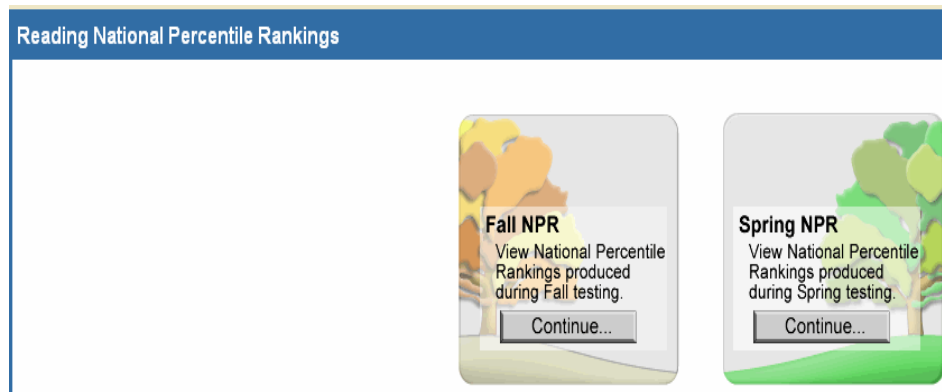
Example 1: View a Reading Percentile Report by Courses.

- a. Click on **Reading** under the **Percentile** column in the **Courses** row.

 Courses	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
---	---	---	---

PERFORMANCE SERIES
DISTRICT DIAGNOSTIC REPORTS

- b. Choose the Fall National Percentile Ranking (NPR) or the Spring NPR by clicking the **Continue...** button.



- c. View the NPR percentiles for each course.

Reading National Percentile Rankings

Report Scope: Courses
Broken Down By: Course
 [Export XLS](#)


		Grade 2	Grade 3	Grade 4	Grade 5
	Course ▲				
	Grade 2 Homeroom	18			
	Grade 2 Reading	18			
	Grade 3 Homeroom		46		
	Grade 3 Reading	19	44		
	Grade 4 Homeroom			18	
	Grade 4 Reading		52	18	
	Grade 5 Homeroom				51
	Grade 5 Reading				51

- d. Click the **Close** button to return to the District (Diagnostic) Main Page.

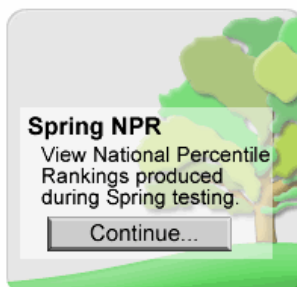
PERFORMANCE SERIES
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Example 2: View a Math Percentile Report by Student Groups.

- a. Click on **Math** under the **Percentile** column in the **Student Groups** row.

Student Groups 	<ul style="list-style-type: none"> All Subjects Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math Language Arts Science 	<ul style="list-style-type: none"> Reading Math
--	--	--	--


- b. Choose the Fall National Percentile Ranking (NPR) or the Spring NPR by clicking the **Continue...** button.

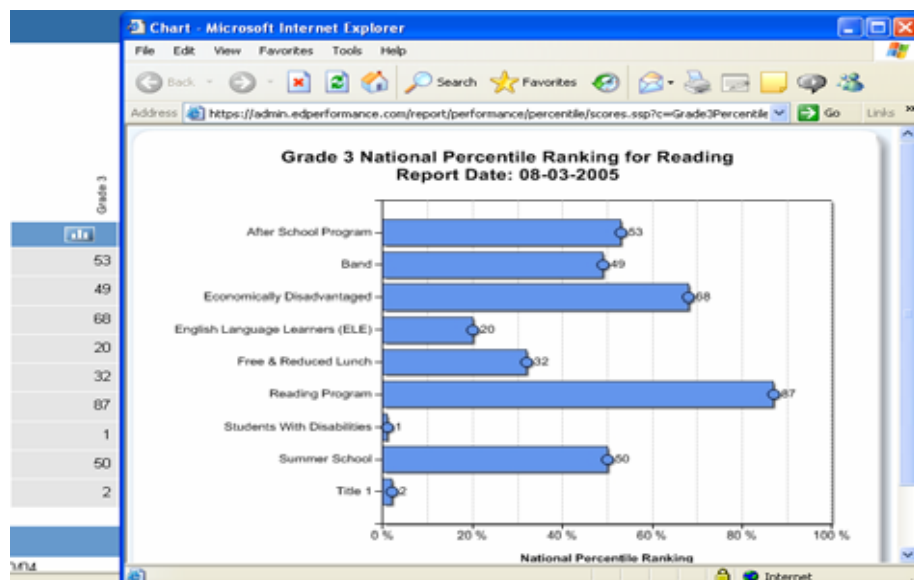


- c. View the NPR percentiles for each student group.

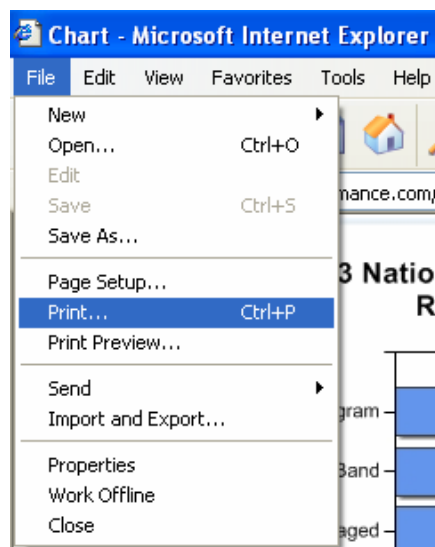
Math National Percentile Rankings					
Report Scope: Groups Broken Down By: Group  Export XLS					
Group	Grade 2	Grade 3	Grade 4	Grade 5	
 After School Program	58	98	85		
 Band	71	65	6	12	
 Economically Disadvantaged	21	68	41	79	
 English Language Learners (ELE)	30	13	72	31	
 Free & Reduced Lunch	42	86	58	26	
 Reading Program	38	8	14	21	
 Students With Disabilities		72	48	31	
 Summer School	83	23	29	19	

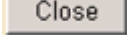
PERFORMANCE SERIES
DISTRICT DIAGNOSTIC REPORTS

- c. To view a chart of the information in any row or column, click the  icon for that row or column.



- e. To print the chart, choose Print from under the File pull-down menu



- e. Click the  button to return to the District (Diagnostic) Main Page